

~~CONFIDENTIAL~~

20 APR 1981

\*OGC Has Reviewed\*

MEMORANDUM FOR: Acting Deputy Director for Support

SUBJECT : Current Interest Items

1. Barbershop

We have now met with representatives of the Navy Department barbershop and will be getting a formal proposal concerning the installation and operation of a facility here. It appears that this proposal will be more attractive than that offered by [REDACTED] who operates the barbershop at NSA and AEC. We have tried several times to contact the concessionaire at the State Department but he has not yet returned our calls. We expect to reach him during the week.

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2. Approval of Exceptions to Normal In-Hire Rates

On the basis of informal advice from the Office of General Counsel, the Deputy Director for Support has for some time exercised approval authority in appointment requests involving exceptions to normal in-hire rates. We have now been advised that the present staff of the Office of General Counsel does not concur in the advice previously given to us. Rather, they hold that a specific delegation of this authority by the Director of Central Intelligence will be required. This can be accomplished by obtaining authentication by the DCI of the pay regulation now on coordination. However, requests for exception are received with some regularity and this matter should take some priority. As for the cases which the Deputy Director for Support has already approved, we were advised by [REDACTED] that it would not be necessary to take any corrective action since the delegation to be made via the current draft regulation would not be effective only after any specified beginning date.

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3. Reclaim of Advance for External Training

An employee in the Office of Logistics who resigned effective 17 April to accept employment in a private law firm has been held liable for refund of an advance of \$144 made to him in February for the purpose of taking courses at a local law school. This employee has been taking courses under self-sponsorship and Agency-sponsorship since 1962. The advance made to him in February was for the current term which has, of course, not been completed.

By Agency standards, he was not required to sign a Training Agreement which would have clearly established his obligation to refund the payment for this term. (This is required only when an employee has completed an aggregate of 12 credit hours under Agency sponsorship.) There was accordingly some question as to our legal authority to withhold this amount from his final pay check after he declined to acknowledge his responsibility for refund. We understand that this is the first instance in which an employee leaving the Agency has refused to refund such an advance.

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SUBJECT: Current Interest Items

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The Registrar, OIR, has sent a memorandum to the Payroll Branch requesting collection of \$144 from the employee's final pay check. The Office of General Counsel [REDACTED] has informally advised that we have sufficient legal grounds to do so notwithstanding the fact that the individual did not sign a Training Agreement.

4. Fund Drive

As of 17 April, 99% of the envelopes issued in the National Health Agencies and Joint Crusade campaign had been returned. Results compared with 1963 final results are shown below:

	<u>1963</u>	<u>1964</u>
<u>National Health</u>		
Participation (% contributors)	85%	81%
Average Gift	\$3.67	\$3.61
Amount Contributed	\$31,370.54	\$31,533.81
<u>Joint Crusade</u>		
Participation (% contributors)	75%	74%
Average Gift	\$2.10	\$2.37
Amount Contributed	\$15,924.49	\$18,923.50

5. White House Details25X1A9a  
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The White House has requested a 60-day extension of the detail of [REDACTED]. At the conclusion of this period, she will be transferred to White House rolls. ([REDACTED] was initially detailed for 90 days with the understanding that a permanent assignment would be offered if she performed satisfactorily.)

6. UBLIC Insurance

Applications for new or increased coverage continue to come in from the field. As of 17 April, new applications total 1,031 and applications for increased coverage total 1,886.

The dollar value of UBLIC coverage is now in excess of \$75,000,000.

Emmett D. Echols  
Director of Personnel

## Distribution:

- 0 & 1 - Addressee
- 1 - O/IG
- ✓ 1 - D/Pers Subj
- 1 - D/Pers Chrono

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OD/Pers, [REDACTED] (20 April 1964)